

Small Drill Press Cleaning Procedure

1. **Clean all tools and place back into proper locations**
2. **From top to bottom, use the hand broom to brush all large shavings off machine onto the floor**
3. **Use rag to soak up oil and coolant**
4. **Sweep up shavings off of floor**
5. **Vacuum all remaining shavings (on and off machine)**
6. **If oil or coolant is spilled on the floor mop around machine.**
7. **Scan 360 degrees around machine and repeat above steps if necessary**

